



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

December 27, 2012

HERBERT MILLANE, TREASURER  
FRIENDS OF DAN MAFFEI  
PO BOX 230  
SYRACUSE, NY 13201

**Response Due Date**  
**01/31/2013**

IDENTIFICATION NUMBER: C00417550

REFERENCE: 30 DAY POST-GENERAL REPORT (10/18/2012 - 11/26/2012)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following 1 item(s):

- Schedule D of your report discloses debts owed by your committee to individuals for "Payroll/Reimbursements - 2012 Debt," "Travel Reimbursement - 2012 Debt," and "Payroll/Reimbursements - 2012 Debt." However, there are no corresponding memo entries on Schedule A itemizing the original advances. Please be advised that travel and non-travel advances to a committee staff member or other individual that are not reimbursed within 30 days after payment by cash or personal check, or 60 days after the closing date of the billing statement on which credit card charges first appear, must be disclosed as a memo entry on Schedule A supporting Line 11(a)(i) of the Detailed Summary Page in addition to itemizing it as a debt on Schedule D. Please amend your report to properly disclose this activity or provide clarifying information. (11 CFR §116.5(b) and Advisory Opinion 1992-1)

**Please note, you will not receive an additional notice from the Commission on this matter.** Adequate responses must be received by the Commission on or before the due date noted above to be taken into consideration in determining whether audit action will be initiated. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action. **Requests for extensions of time in which to respond will not be considered.**